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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Clarification on Point of Contact for Space Requirements

FROM:

EXTENSION

NO.

ODP-83-1568

DATE

28 DEC 1983

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. *2307 Page*  
Director of Logistics2. *AEO*12/30 *DM*3. *EO*3/1 *me*4. *DD/L*12/30 *me*5. *C/NBPO*6. *Pass*7. *Paul**PKm*

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15.

ODP-83-1568  
28 DEC 1983

MEMORANDUM FOR: Director of Logistics

FROM:

Director of Data Processing

SUBJECT: Clarification on Point of Contact  
for Space Requirements

REFERENCE: Memo for Director of Logistics,  
from Director of Data Processing,  
dtd. 24 October 1983, Subject: Point  
of Contact for Space Requirements

*Dan*

1. [redacted] will provide assistance to the New Building Project as the Office of Data Processing's points of contact. The following is to clarify their responsibilities. [redacted]

2. [redacted] (Chief, Administrative Staff, ODP) will coordinate and provide assistance for all activities relating to ODP office space requirements. He is our point of contact on the subject of space for our people. [redacted]

3. [redacted] (Acting Chief, Configuration and Environmental Management Branch, ED/ODP) will coordinate and provide assistance for all activities relating to the design and implementation of the computer center and distribution areas. He is our sole point of contact on the subject of space for data processing and related machines. [redacted]

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